



Bill Owens
Governor

Colorado Department of Local Affairs
Executive Director, Michael L. Beasley

DIVISION OF PROPERTY TAXATION
Mary E. Huddleston
Property Tax Administrator

BULLETIN NO. 35

TO: County Assessors
FROM: Mary E. Huddleston
Property Tax Administrator
DATE: December 14, 2005

THE BULLETIN IS AVAILABLE ON OUR WEBSITE.

www.dola.state.co.us/propertytax/index.htm

<u>Date</u>	<u>Title</u>	<u>Distribution</u>
12/14/05	Administration 100 - Introduction to Assessment	Review with interested personnel. Return Registration form to Division. File in Education File.





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DIVISION OF PROPERTY TAXATION
Mary E. Huddleston
Property Tax Administrator

TO: All County Assessors

FROM: Mary E. Huddleston
Property Tax Administrator

SUBJECT: Administration 100 – Introduction to Assessment

DATE: December 14, 2005

DISTRIBUTION: Review with interested personnel.
Return registration form to Division.
File in Education File

Introduction to Assessment (Admin 100)

Five-day Course

Education Credit: 32 hours (continuing education only)

Tested: Yes

Recommended Prerequisite: This course is the recommended prerequisite for all five-day courses.

Cost per student: \$25.00 (*Please make checks payable to: Colorado Assessors Association*)

Colorado History and Law
Local Government Finance in Colorado
The Assessment Function and Calendar
Geometric Shapes
Real Property Descriptions
Assessment Maps & Parcel Numbering
Real Property Appraisal
Mass Appraisal and Statistics
Personal Property Appraisal
Assessment Math
Real Property Title Conveyances
Communication and Public Relations

Class times are 8:30am to 4:30pm

2006					
1/9-13/06	Broomfield	Municipal Bldg Bal Swan Basement	303-464-5819	1 DesCombs Dr.	Greg & Denise
1/23-27/06	Grand Jct	State Svcs Bldg	970-248-7318	222 S. 6 th Rm 101	Frank & John
1/23-27/06	Douglas	Douglas Cty. Courthouse	303-660-7400 ext 4500	301 Wilcox	Renee & Janeen





COLORADO ASSESSORS' ASSOCIATION
 DPT EDUCATION REGISTRATION FORM
 1313 Sherman Street, Room 419
 Denver, Colorado 80203
 (303) 866-2371 Telephone
 (303) 866-4000 Fax

County Name

- ☐ Assessor's Staff
- ☐ Commissioner's Staff
- ☐ Treasurer's Staff
- ☐ Clerk & Recorder's Staff
- ☐ Other

Please submit one registration form for each course title.

Course Title	
Location	
Course Date	

County Contact Person		
Work Phone Number (Include Area Code & Extension)		E-mail:

NAME	E-MAIL	SOCIAL SECURITY NUMBER (First-time Students ONLY)	COLORADO APPRAISAL LICENSE NUMBER

For **appraisal** classes e-mail rebecca.fisk@state.co.us
 For **administrative** classes e-mail evelyn.morales@state.co.us